

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: July 18, 2007

LEAVE ACCOUNTING LETTER #07-012
(Civil Service Only)

TO: All Agencies in the California Leave Accounting System (CLAS)

FROM: Don Scheppmann, Chief
Personnel/Payroll Services Division

RE: **PAID EDUCATIONAL LEAVE RESET FOR BU17**

This letter is to inform you that Paid Educational Leave for Bargaining Unit 17 employees will not be reset to zero as indicated in Leave Letter #07-011, due to a 2 year licensure period contained in the bargaining unit contract.

Departments will need to determine when the benefit's tracking period has ended and post a Begin Total transaction (27) with an amount of zero to reset the benefit.

If you have any questions regarding this letter, please contact the Leave Accounting Liaison at (916) 327-0756.

DS:DK:CLAS